



**LOCAL EMERGENCY PLANNING COMMITTEE  
LUCAS COUNTY, OHIO**

**MEETING MINUTES  
NOVEMBER 21, 2013**

**CALL TO ORDER**

The meeting was called to order at 12:20 p.m. There was a quorum

**APPROVAL OF MEETING MINUTES**

Minutes are approved as posted.

**OLD BUSINESS**

Nothing to report

**SUBCOMMITTEE REPORTS**

**Executive Committee**

Contractor Agreements Tim O'Brien described the contract agreements for the LEPC contractor position. Each contract outlines unique performance obligations of the contractor for services to the LEPC. The first contract "SERC Grant Administration" is for services related to data maintenance, compliance and dissemination of information related to hazardous chemicals. The second contract "Planning" is for CAMEO data entry, hazard analysis and extremely hazardous material facility site visits.

**Motion 1**

*Chief Jaksetic, seconded by John Barnes moved to approve the contract offer for SERC Grant Administration Duties for the sum of \$36,000 With all "ayes" and no "nays" the motion is passed.*

**Motion 2**

*Chief Jaksetic, seconded by John Barnes moved to approve the contract offer for Planning Duties for the sum of \$13,000 With all "ayes" and no "nays" the motion is passed.*

**Finance Coordinator**

Noting the handout *Local Emergency Planning Committee Budget Report November 21* Margo Schramm notes a change for category "Miscellaneous" from \$5,198 to \$4,158

**Motion 3**

*John Barnes, seconded by Captain Tricia White moved to approve the LEPC 2014 budget as amended. With all "ayes" and no "nays" the motion is passed.*

**Grants Coordinator**

Mike Frey informs the LEPC that due to the U.S. Federal Government shutdown (October 1 -16, 2013) grant status from the state of Ohio is unavailable at this time.

**Information Coordinator**

Matt Heyrman informs the Committee all information requests have been forwarded to and closed by the LEPC contractor.

**Emergency Committee**

Nothing to report

**Training Coordinator**

Chief Jaksetic informs the LEPC of the 3<sup>rd</sup> Annual Northwest Ohio Hazmat Conference December 14, 2013 at Penta Career Center.

**Plan Review Committee**

Nothing to report

**Compliance Committee**

Cost Recovery Policy A revised draft of Lucas County hazardous materials response reimbursement plan was provided to LEPC members for review. Tim O'Brien states this policy mirrors prevailing FEMA and IRS rates. Discussion ensued.

**Motion 4**

*Matt Heyrman, seconded by Walt VanDromme moved to approve the Lucas County Plan for Reimbursement of Cost Associated with Response to Hazardous Material Emergencie (Policy No. 1002) With all "ayes" and no "nays" the motion is passed.*

**Industry Outreach Committee**

Tim O'Brien informed the LEPC that the Facility Workshop (November 13, 2013) was well received by industry attendees. Additional workshops are being considered for September 2014

**NEW BUSINESS**

**Calendar**

Tim O'Brien and Mike Frey have assembled a key date calendar. See handout for specifics.

**ADJOURNMENT**

There being no further business, Tim O'Brien adjourned at the hour of 12:50 p.m.

**Next Meeting**

January 16, 2013 12:15 p.m.